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**business and industrial coordinating council *bicc***

50 BRANFORD PLACE • NEWARK, NEW JERSEY 07102 • AREA CODE 201 622-0272

THOMAS A. BOYKIN, JR., EXECUTIVE DIRECTOR

March 15, 1973

Mr. Dave Ruff  
Executive Director  
Better Business Bureau  
15 Washington Street  
Newark, New Jersey

Dear Dave:

Here at last are the figures regarding the offset and other equipment you wish to purchase.

Offset Pay Off	\$ 2204.24
2 Months Lease Jan. & Feb.	236.52
IBM Selectric Typewriter	350.00
Pitney Bowes Addressograph	405.66
Total	\$ 3196.42

This letter will act as both an invoice and statement for transfer of equipment from BICC to B.B.B.

If you have any questions, do not hesitate to call.

Sincerely,

*Tom*  
Thomas A. Boykin, Jr.  
Executive Director

TB:lc